MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, JANUARY 28, 2015:

A regular meeting of the Board of Directors of the Palmdale Water District was held Wednesday, January 28, 2015, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. President, Kathy Mac Laren, called the meeting to order.

1) Pledge of Allegiance.

At the request of President Mac Laren, Director Dino led the pledge of allegiance.

2) Roll Call.

Attendance:	**Others Present:**
Kathy Mac Laren, President	Dennis LaMoreaux, General Manager
Robert Alvarado, Vice President	Patty Quilizapa, General Counsel
Gloria Dizmang, Treasurer	Matt Knudson, Assistant General Manager
Joe Estes, Secretary	Mike Williams, Finance Manager
Vincent Dino, Director	Jennifer Emery, Human Resources Director
	Mynor Masaya, Operations Manager
	Mike McNutt, PIO/Conservation Director
	Jim Riley, Engineering/Grant Manager
	Dawn Deans, Executive Assistant
	4 members of the public

3) Adoption of Agenda.

President Mac Laren stated that Agenda Item No. 10.3 can be removed from the agenda after which it was moved by Director Dizmang, seconded by Director Alvarado, and unanimously carried by all members of the Board of Directors present at the meeting to adopt the agenda, as amended.

4) Public Comments for Non-Agenda Items.

There were no public comments.

5) Presentations:

5.1) Cash for Grass Rebate Program. (PIO/Water Conservation Director McNutt)

PIO/Conservation Director McNutt reviewed before and after photos of recent Cash for Grass Rebate Program recipients, the total amount of Cash for Grass Program

rebates, grass removed, and water saved to date and then stated that Mr. and Mrs. Love received a rebate check in the amount of $2,714.00 for removing 1,357 square feet of grass and then presented Ms. Queen Bey a check in the amount of $2,412.00 for removing 1,608 square feet of grass. Ms. Bey then thanked the District for the opportunity to participate in the Program and stated that she looks forward to saving water.

6) Action Items – Consent Calendar: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Board of Directors Prior to Action Being Taken.)

6.1) Approval of Minutes of Regular Meeting Held January 14, 2015.

6.2) Payment of Bills for January 28, 2015.

6.3) Approve Absences of Directors Dizmang and Estes From December 10, 2014 Meeting Due to Illness. (General Counsel Quilizapa)

President Mac Laren announced the items included in the Consent Calendar after which it was moved by Director Alvarado, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve those items included in the Consent Calendar.

7) Action Items – Action Calendar: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Board of Directors Prior to Action Being Taken.)

7.1) Status Report on Strategic Plan Initiative Projects. (Assistant General Manager Knudson)

Assistant General Manager Knudson provided an overview of the Quarterly Update Report regarding the status of projects assigned to each of the Initiatives of the 2014 Strategic Plan and then stated that staff and the department heads have done a great job keeping these projects on task and that the status of these projects will continue to be reported on a quarterly basis.

7.2) Consideration and Possible Action on Resolution No. 15-3 Placing in Nomination President Mac Laren as a Member of the Association of California Water Agencies Region 8 Board. (President Mac Laren)

President Mac Laren expressed her interest in seeking a position on the Association of California Water Agencies Region 8 Board after which it was moved by Director Dizmang, seconded by Director Alvarado, and unanimously carried by all members of the Board of Directors present at the meeting to approve Resolution No. 15-3 Placing in Nomination President Mac Laren as a Member of the Association of California Water Agencies Region 8 Board.

A copy of said Resolution No. 15-3 is hereby made a portion of the minutes of this meeting.

7.3) Consideration and Possible Action on Annual Water Conservation Expo Through the Antelope Valley State Water Contractors Association. (Assistant General Manager Knudson)

Assistant General Manager Knudson reviewed staff's recommendation to continue the District's participation in an annual Water Conservation Expo through the Antelope Valley State Water Contractors Association and the District's cost for participating in this event, and after a brief discussion of the increased cooperation between the member agencies of the Antelope Valley State Water Contractors Association and of the benefit and total cost of the Water Conservation Expo, it was moved by Director Alvarado, seconded by Director Estes, and unanimously carried by all members of the Board of Directors present at the meeting to approve the District's participation in an annual Water Conservation Expo sponsored through the Antelope Valley State Water Contractors Association in the not-to-exceed amount of $3,870.00.

7.4) Consideration and possible action on Board and Staff Attendance at Conferences, Seminars, and Training Sessions as Follows:

a) 2015 Design-Build in Transportation and Design-Build for Water/Wastewater Conference to be held March 9 – 13, 105 in San Antonio, Texas.

b) 2015 WateReuse California Annual Conference to be held March 15 – 17, 2015 in Los Angeles.

c) California Utility Executive Management Association (CUEMA) Elected Officials Summit 2015 to be held March 29 – 30, 2015 in Indian Wells.

d) VMWARE Boot Camp to be held April 13 – 17, 2015 in Las Vegas, Nevada.

e) CCNA/CCDA Boot Camp to be held May 4 – 10, 2015 in Las Vegas, Nevada.

f) ACWA:

1) 2015 DC Conference to be held February 25 – 26, 2015 in Washington, D.C.

2) 2015 Legislative Symposium to be held March 4, 2015 in Sacramento.

3) 2015 Spring Conference & Exhibition to be held May 5 – 8, 2015 in Sacramento.

4) DesalTech 2015 to be held August 28 – 29, 2015 in San Diego.

5) 2015 Fall Conference & Exhibition to be held December 1 – 4, 2015 in Indian Wells.

g) CSDA:

1) Rules of Order Made Easy Webinar to be held January 29, 2015.

2) The Essential Guide to the Brown Act Webinar to be held February 10, 2015.

3) Board Secretary/Clerk Conference and Certificate Program to be held February 11, 2015 in San Diego.

4) Understanding Board Member & District Liability Issues Webinar to be held February 18, 2015.

5) Maximize Your CSDA Membership-Saving Money Webinar to be held February 20, 2015.

6) Must Have Communication Protocols-Board & Staff Webinar to be held February 24, 2015.

7) Introduction to Special District Finances Webinar to be held February 26, 2015.

8) Required Ethics Compliance Training-AB 1234 Webinar to be held March 4, 2015 and November 18, 2015.

9) What is a Public Record? How to Comply With the PRA Webinar to be held March 10, 2015.

10) Spot the Fraud! Fraud Detection/Prevention Webinar to be held March 19, 2015.

11) Governance Foundations to be held March 24, 2015 in Sacramento, April 3, 2015 in Rancho Santa Fe, June 16, 2015 in Fresno, and September 21, 2015 in Monterey.

12) Legislative Round-Up Webinar to be held March 26, 2015 and July 30, 2015.

13) Best Practices in Agenda Preparation & Minutes Webinar to be held April 9, 2015.

14) Supervisory Skills for the Public Sector to be held April 14, 2015 in Sacramento.

15) Records Retention & Management Webinar to be held April 15, 2015.

16) Introduction to Good Governance Principles to be held April 16, 2015 in McKinleyville.

17) California Tort Claims Requirements Webinar to be held April 21, 2015.

18) Proposition 26, Proposition 218 and Rate Setting to be held April 22, 2015 in Sacramento.

19) Social Media Challenges and Opportunities: Legal Webinar to be held May 5, 2015.

20) Understanding Public Entity Liability Exposures Webinar to be held May 12, 2015.

21) Best Practices in Strategic Planning: Effective Approaches to be held May 18, 2015 in Sacramento.

22) 2015 Special Districts Legislative Days to be held May 19 – 20, 2015 in Sacramento.

23) District's Role in the Interactive Process Webinar to be held May 27, 2015.

24) Positioning Your Agency for a Successful Financing Webinar to be held May 29, 2015.

25) Staying in Compliance: Understanding Fundamental Laws to be held June 3, 2015 in Sacramento.

26) Harassment Prevention Training-AB 1825 to be held June 10, 2015.

27) Managing Personal Devise Use: Data Theft, Hacking Webinar to be held June 18, 2015.

28) Social Media: Basic Training to Mastery to be held June 23, 2015 in Sacramento.

29) General Manager Leadership Summit to be held July 12 – 14, 2015 in Newport Beach.

30) So You Want to Be a General Manager? to be held July 12, 2015 in Newport Beach and September 21, 2015 in Monterey.

31) Setting Direction/Community Leadership to be held July 22, 2015 in Sacramento.

32) Board's Role in Human Resources to be held July 23, 2015 in Sacramento.

33) Maximize Your CSDA Membership-Website Resources Webinar to be held August 6, 2015.

34) Board Member & District Liability Issues Webinar to be held August 12, 2015.

35) Board's Role in Finance & Fiscal Accountability to be held August 18, 2015 in Sacramento.

36) Understanding the Brown Act: Beyond the Basics Webinar to be held August 20, 2015.

37) Building Confidence in Public Speaking to be held September 21, 2015 in Monterey.

38) The Power of Alliance Webinar to be held October 2, 2015.

39) Best Practices-Managing Special District Investments Webinar to be held November 10, 2015.

h) Water Education Foundation:

1) Lower Colorado River Tour 2015 to be held March 11 – 13, 2015 beginning in Las Vegas, Nevada.

2) 2015 Executive Briefing to be held March 25, 2015 in Sacramento.

3) Central Valley Tour 2015 to be held April 22 – 24, 2015 beginning in Sacramento.

4) Bay-Delta Tour 2015 to be held June 24 – 26, 2015 beginning in Sacramento.

5) Groundwater Tour 2015 to be held September 24 – 25, 2015 beginning in Sacramento.

6) Southern California Tour 2015 to be held October 8 – 9, 2015 beginning in Ontario.

7) Northern California Tour 2015 to be held October 21 – 23, 2015 beginning in Sacramento.

8) San Joaquin River Restoration Tour 2015 to be held November 5 – 6, 2015 beginning in Fresno.

After a brief discussion of approving conferences on an annual basis for planning purposes, of required Board training, and of the budget, it was moved by Director Dizmang, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve Board and staff attendance at the 2015 Design-Build in Transportation and Design-Build for Water/Wastewater Conference to be held March 9 – 13, 105 in San Antonio, Texas; 2015 WateReuse California Annual Conference to be held March 15 – 17, 2015 in Los Angeles; California Utility Executive Management Association (CUEMA) Elected Officials Summit 2015 to be held March 29 – 30, 2015 in Indian Wells; VMWARE Boot Camp to be held April 13 – 17, 2015 in Las Vegas, Nevada; CCNA/CCDA Boot Camp to be held May 4 – 10, 2015 in Las Vegas, Nevada; ACWA - 2015 DC Conference to be held February 25 – 26, 2015 in Washington, D.C., 2015 Legislative Symposium to be held March 4, 2015 in Sacramento, 2015 Spring

Conference & Exhibition to be held May 5 – 8, 2015 in Sacramento, DesalTech 2015 to be held August 28 – 29, 2015 in San Diego, 2015 Fall Conference & Exhibition to be held December 1 – 4, 2015 in Indian Wells, CSDA - Rules of Order Made Easy Webinar to be held January 29, 2015, The Essential Guide to the Brown Act Webinar to be held February 10, 2015, Board Secretary/Clerk Conference and Certificate Program to be held February 11, 2015 in San Diego, Understanding Board Member & District Liability Issues Webinar to be held February 18, 2015, Maximize Your CSDA Membership-Saving Money Webinar to be held February 20, 2015, Must Have Communication Protocols-Board & Staff Webinar to be held February 24, 2015, Introduction to Special District Finances Webinar to be held February 26, 2015, Required Ethics Compliance Training-AB 1234 Webinar to be held March 4, 2015 and November 18, 2015, What is a Public Record? How to Comply With the PRA Webinar to be held March 10, 2015, Spot the Fraud! Fraud Detection/Prevention Webinar to be held March 19, 2015, Governance Foundations to be held March 24, 2015 in Sacramento, April 3, 2015 in Rancho Santa Fe, June 16, 2015 in Fresno, and September 21, 2015 in Monterey, Legislative Round-Up Webinar to be held March 26, 2015 and July 30, 2015, Best Practices in Agenda Preparation & Minutes Webinar to be held April 9, 2015, Supervisory Skills for the Public Sector to be held April 14, 2015 in Sacramento, Records Retention & Management Webinar to be held April 15, 2015, Introduction to Good Governance Principles to be held April 16, 2015 in McKinleyville, California Tort Claims Requirements Webinar to be held April 21, 2015, Proposition 26, Proposition 218 and Rate Setting to be held April 22, 2015 in Sacramento, Social Media Challenges and Opportunities: Legal Webinar to be held May 5, 2015, Understanding Public Entity Liability Exposures Webinar to be held May 12, 2015, Best Practices in Strategic Planning: Effective Approaches to be held May 18, 2015 in Sacramento, 2015 Special Districts Legislative Days to be held May 19 – 20, 2015 in Sacramento, District's Role in the Interactive Process Webinar to be held May 27, 2015, Positioning Your Agency for a Successful Financing Webinar to be held May 29, 2015, Staying in Compliance: Understanding Fundamental Laws to be held June 3, 2015 in Sacramento, Harassment Prevention Training-AB 1825 to be held June 10, 2015, Managing Personal Devise Use: Data Theft, Hacking Webinar to be held June 18, 2015, Social Media: Basic Training to Mastery to be held June 23, 2015 in Sacramento, General Manager Leadership Summit to be held July 12 – 14, 2015 in Newport Beach, So You Want to Be a General Manager? to be held July 12, 2015 in Newport Beach and September 21, 2015 in Monterey, Setting Direction/Community Leadership to be held July 22, 2015 in Sacramento, Board's Role in Human Resources to be held July 23, 2015 in Sacramento, Maximize Your CSDA Membership-Website Resources Webinar to be held August 6, 2015, Board Member & District Liability Issues Webinar to be held August 12, 2015, Board's Role in Finance & Fiscal Accountability to be held August 18, 2015 in Sacramento, Understanding the Brown Act: Beyond the Basics Webinar to be held August 20, 2015,

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8) Information Items.

8.1) Reports of Directors:

a) Meetings/General Report.

Director Estes reported that on January 20, he attended iPad training with President Mac Laren, Information Technology Manager Stanton, and General Manager LaMoreaux and thanked staff for the training; that on January 21, he attended the Outreach Committee meeting with Director Dizmang along with PIO/Conservation Director McNutt who gave updates on existing ideas for mproving the District's image through social media and he appreciates the ideas; that on January 24, he, all Directors, General Manager LaMoreaux, and PIO/Conservation Director McNutt attended the City of Palmdale's Desert Dazzle Illegal Dumping Cleanup event; and that on January 27, he attended a Board briefing with General Manager LaMoreaux.

Director Alvarado reported that on January 26, he attended a Board briefing with General Manager LaMoreaux.

President Mac Laren reported that on January 20, she attended iPad training with Director Estes, Information Technology Manager Stanton, and General Manager LaMoreaux; that also on January 20, she attended the Ad Hoc Board Norms Committee meeting with Director Dizmang and Attorney Quilizapa, the Committee is completing the Board Norms, and they will be presented to the Board soon for consideration; that on January 21, she attended the Palmdale Recycled Water Authority meeting, and she looks forward to projects from the adoption of the Master Plan; and that on January 24, she attended the City of Palmdale's Desert Dazzle Illegal Dumping Cleanup event.

Director Dizmang reported that on January 20, she attended the Ad Hoc Board Norms Committee meeting with President Mac Laren and Attorney Quilizapa; that on January 21, she attended the Outreach Committee meeting with Director Estes where PIO/Conservation Director McNutt reviewed all events the District has participated in including the Christmas Customer Appreciation Day and the parade, and he is doing a great job; that on January 24, she attended the City of Palmdale's Desert Dazzle Illegal Dumping Cleanup event; that on January 26, she attended the Water Supply & Reliability Committee meeting where it was reported that the District's State Water Project allocation is at 15% and status reports were provided on the Littlerock Recharge and Recovery Project, the City of Palmdale's Amargosa Recharge Project, and the Palmdale Recycled Water Authority's adoption of the Master Plan; that also on January 26, she attended a Board briefing with General Manager LaMoreaux; and that on January 27, she attended the AVEK Board meeting with Director Dino, and Director Dino is the District's AVEK liaison with AVEK Director Rob Parris being their liaison for the District.

Director Dino reported that on January 14, he attended the JPIA training held at the District, which was very educational with a great speaker; that on January 16, he attended the African American Chamber of Commerce luncheon where he was asked to provide a brief overview of the District's bidding process and informed the group that projects under $25,000.00 are bid through an informal bidding process requiring only three competitive bids and projects over this amount require a formal bidding process with sealed bids; that on January 21, he attended the Palmdale Recycled Water Authority meeting as the Alternate Director; that on January 24, he attended the City of Palmdale's Desert Dazzle Illegal Dumping Cleanup event; that on January 26, he attended the Water Supply & Reliability Committee meeting with Director Dizmang; that also on January 26, he attended a Board briefing with General Manager LaMoreaux; and that on January 27, he attended the AVEK Board meeting with Director Dizmang, it was nice to be welcomed by AVEK and their Board indicated it was great to have District representatives at their meetings, he will be attending their meetings at least once a month with Director Dizmang attending in his absence, as reported by Director Dizmang, AVEK Director Rob Parris will be attending the District's meetings, and they may be contacting the District regarding Board room speaker systems as their system does not work.

President Mac Laren then stated that the Board has set out to establish relationships with agencies around the District and in the future resources and equipment can be shared to strengthen the community.

There were no further reports from Directors.

b) Standing Committee/Assignment Reports (Chair):

1) Outreach Committee
2) Palmdale Recycled Water Authority
3) Water Supply & Reliability Committee

President Mac Laren stated that the Outreach Committee, Palmdale Recycled Water Authority, and Water Supply & Reliability Committee meeting reports were provided earlier in the meeting after which Director Estes stated that a Facilities Committee meeting is scheduled for February 5, 2015.

8.2) Report of General Manager.

a) Update on Upper Amargosa Recharge Project. (Assistant General Manager Knudson)

Assistant General Manager Knudson stated that the City of Palmdale's Upper Amargosa Flood Control, Recharge, and Habitat Restoration Project is a cooperative partnership project between the District, the City of Palmdale as the lead agency, Los Angeles County Waterworks, and AVEK, and then provided an overview of the objectives and status of this Project, the location, flood protection provided by this Project, habitat, development of a nature park, reports and studies, the cost of the Project, grants obtained for the Project, the District's financial contribution towards the Project, the direct benefits to the District, and the anticipated completion date of late 2016.

General Manager LaMoreaux then reported that applications for the Special District Leadership Foundation "Recognition in Special District Governance" Certification were emailed to the Directors; that once courses and continuing education hours are complete, the application can be submitted for Certification; and that ACWA training and conferences are applied towards continuing education requirements for the Certification.

He then reported that a schedule of all known February meetings has been placed in the Directors' mailboxes and that the Antelope Valley Hispanic Chamber of Commerce has requested RSVP's for attending their events.

He then reported that he also attended the City of Palmdale's Desert Dazzle Illegal Dumping Cleanup event and was the last person to leave the event.

8.3) Report of Attorney.

General Counsel Quilizapa stated that she has no report.

9) Public Comments on Closed Session Agenda Matters.

There were no public comments on closed session agenda matters.

At 8:14 p.m., President Mac Laren called for a seven-minute recess. She reconvened the regular meeting at 8:21 p.m.

10) Closed session under:

10.1) Conference with Legal Counsel – Existing Litigation: A Closed Session Will be Held, Pursuant to Government Code §54956.9 (d)(1), to Confer With Legal Counsel Regarding Pending Litigation to Which the District is a Party. The Title of Such Litigation is as Follows: ***Antelope Valley Ground Water Cases.***

10.2) Conference with Legal Counsel – Personnel: A Closed Session Will be Held Pursuant to Government Code §54957 to Conduct an Employee Evaluation for the Position of General Manager.

10.4) Conference with Legal Counsel – Existing Litigation: A Closed Session Will be Held, Pursuant to Government Code §54956.9 (d)(1), to Confer With Legal Counsel Regarding Pending Litigation to Which the District is a Party. The Title of Such Litigation is as Follows: ***Omar Ramirez v. Palmdale Water District.***

At 8:21 p.m., President Mac Laren called for a closed session pursuant to Government Code §54956.9 (d)(1) to confer with legal counsel regarding pending litigation to which the District is a party – two cases: *Antelope Valley Ground Water Cases* and *Omar Ramirez v. Palmdale Water District* and pursuant to Government Code §54957 to conduct an employee evaluation for the position of General Manager.

She reconvened the regular meeting at 9:24 p.m.

11) Public report of any action taken in closed session.

President Mac Laren reported that a closed session had been held pursuant to Government Code §54956.9 (d)(1) to confer with legal counsel regarding pending

litigation to which the District is a party – one case: *Antelope Valley Ground Water Cases;* that the Board was briefed via teleconference by Special Counsel Bunn on the current status of this item of litigation; and that no reportable action was taken in closed session.

General Counsel Quilizapa then reported that a closed session had also been held pursuant to Government Code §54957 to conduct an employee evaluation for the position of General Manager; that the Board conducted and completed the evaluation for General Manager LaMoreaux; and that no reportable action was taken in closed session.

General Counsel Quilizapa then reported that a closed session had also been held pursuant to Government Code §54956.9 (d)(1) to confer with legal counsel regarding pending litigation to which the District is a party – one case: *Omar Ramirez v. Palmdale Water District;* that the Board was briefed on the current status of this item of litigation; and that no reportable action was taken in closed session.

12) Board Members' Requests for Future Agenda Items.

President Mac Laren stated that the forming of an Ad Hoc Committee to review other water agency operations for possible enhancements and improvements to the District's operations was recently approved and that she appoints Directors Alvarado and Estes to this Best Practices Ad Hoc Committee.

She then requested an item be placed on the next agenda for "Consideration and possible action on the appointment of an Ad Hoc Committee to review electrical generation by the District."

Director Dino requested Attorney Quilizapa provide a report on AB2040 from the FPPC regarding gift limits.

There were no further requests for future agenda items.

13) Adjournment.

There being no further business to come before the Board, the meeting was adjourned.

Secretary

RESOLUTION NO. 15-3

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT PLACING IN NOMINATION KATHRYN MAC LAREN AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 8 BOARD

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT AS FOLLOWS:

A. Recitals:

(i) The Board of Directors of the Palmdale Water District does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

(ii) Kathryn Mac Laren has indicated a desire to serve as a Board Member of ACWA Region 8.

B. Resolves:

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT:

(i) Does place its full and unreserved support in the nomination of Kathryn Mac Laren for Board Member of ACWA Region 8.

(ii) Does hereby determine that the expenses attendant with the services of Kathryn Mac Laren in ACWA Region 8 shall be borne by the Palmdale Water District.

Adopted and approved this 28th day of January, 2015.

Kathryn Mac Laren

Kathryn Mac Laren, President, Board of Directors

ATTEST:

(SEAL)

Joe Estes, Secretary, Board of Directors

I, Joe Estes, Secretary to the Board of Directors of the Palmdale Water District, hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District held on the 28th day of January, 2015 and was adopted at that meeting by the following role call vote:

AYES: President Mac Laren, Directors Alvarado, Dizmang, Estes, and Dino

NOES: None.

ABSENT: None.

ATTEST:

Joe Estes, Secretary, Board of Directors
Palmdale Water District